



YEARLY STATUS REPORT - 2022-2023

| Part A | |
|--|---|
| Data of the Institution | |
| 1.Name of the Institution | SEWNARAYAN RAMESWAR FATEPURIA COLLEGE |
| • Name of the Head of the institution | Dr Suhas Roy |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 03482264040 |
| • Mobile No: | 7679236401 |
| • Registered e-mail | principal@srfatepuriacollege.in |
| • Alternate e-mail | collegesrf@yahoo.com |
| • Address | P.O.-Beldanga, DIST.-MURSHIDABAD, PIN-742133 |
| • City/Town | BELDANGA |
| • State/UT | WEST BENGAL |
| • Pin Code | 742133 |
| 2.Institutional status | |
| • Affiliated / Constitution Colleges | Affiliated |
| • Type of Institution | Co-education |
| • Location | Semi-Urban |

| | | | | | |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Financial Status | Grants-in aid | | | | |
| • Name of the Affiliating University | University of Kalyani | | | | |
| • Name of the IQAC Coordinator | Dr Malay Kumar Ghosh | | | | |
| • Phone No. | 03482264040 | | | | |
| • Alternate phone No. | 7679236401 | | | | |
| • Mobile | 7908477116 | | | | |
| • IQAC e-mail address | iqac@srfatepuriacollege.in | | | | |
| • Alternate e-mail address | principal@srfatepuriacollege.in | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | http://www.srfatepuriacollege.in/doc/AQAR%202021-22%20Final.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202022-23.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B | 2.36 | 2016 | 05/11/2016 | 04/11/2021 |
| 6.Date of Establishment of IQAC | | | 19/11/2014 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| NIL | NIL | NIL | NIL | NIL | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | | |
|---|--|--|
| 9.No. of IQAC meetings held during the year | 5 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| 1. Organised International Conference on "AZADI KI AMRIT Mahotsav: History, ACHIEVEMANTS & CHALLENGES" on 17th -18th August ,2022. | | |
| 2. Enhancement of incentives to the Researchers for encouraging research works. | | |
| 3. Starting of EPF and ESI, and Revision of Pay Structure for Casual Non-Teaching Staff in various Post. | | |
| 4. Construction of New Additional Class Rooms. | | |
| 5. Initiation of processing the installation of 20 KVA Solar Energy. | | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |
| Plan of Action | Achievements/Outcomes | |
| To verify online Admission verification for the academic year 2022-2023 | After punctual scrutiny the students are admitted for the academic year 2022-2023 from 20.09.2022. | |
| Planning of Curriculum for the academic year 2022-2023 | The 1st semester classes are started as per the routine conducted by routine committee 19.09.2022. | |
| To introduce new certificate course, workshop, FDC etc. | New certificate course, Workshop, FDC are introduced | |

| | |
|--|--|
| | through various departments |
| Issue of Orientation Programme of 1st semester Students | Orientation Programme of 1st semester students is organized . |
| To review the overall academic aspects of the College | Teachers Council is requested to review the issue. |
| Issue to conduct the Annual Sports of the College. | The Annual Sports of the College is conducted on 22nd December 2022. |
| Issue of observation of the upcoming Students week | The Students week is celebrated on the 1st week of January, 2023. |
| Issue of publication of College Magazine, 'Chareibeti'. | The College Magazine 'Chareibeti' is published on 24.02.2023. |
| Issue of implementation of solar plant in the College campus. | Solar plant in the College is implemented accordingly. |
| Issue to the introduction NEP 2020 and arrangement of a seminar regarding. | A seminar is arranged on NEP20 ON 30.06.2023 through virtual mode. |
| Report of submission of AQAR for the session 2020-2021. | AQAR for the session 2020-2021 is successfully submitted. |
| Issue regarding the introduction of New Certificate Course. | New Certificate Courses in different stream are introduced actively according to the need. |
| Issue regarding the celebration of International Women's Day. | International Women's Day was successfully observed. |
| Issue regarding the conduction of a seminar along with ECO Club and to construct a seed bank | A seminar is conducted on introduction of The ECO Club and a Seed Bank is constructed. |
| 13. Whether the AQAR was placed before statutory body? | Yes |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| GOVERNING BODY OF COLLEGE | 24/07/2023 |

14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|-----------|--------------------|
| 2021-2022 | 19/01/2023 |

15. Multidisciplinary / interdisciplinary

The Institution is an affiliated college under the University of Kalyani and thus, does not have the freedom to design its own curriculum for the students. The college offers programmes in Arts, Science and Commerce. It has been following the Choice Based Credit System (CBCS) curriculum designed by the University of Kalyani since the Academic Year 2018-19. From the Academic Year 2023-24, four (4) years Under Graduate (UG) Courses will be offered as per instruction of the Government of India and the University of Kalyani. As per the syllabus framed by the affiliated University, multidisciplinary courses will be offered to all the students with effect from the Academic Year 2023-24.

16. Academic bank of credits (ABC):

Notice had been served to the students to register themselves in ABC in the month of April, 20203. As we are implementing 4 years degree courses from the Academic Year 2023-24, it is expected that all students in this year will register themselves in ABC and it will be made mandatory. Our Institution is taking initiatives for the awareness about Academic Bank of Credit and its mode of operation among the faculty, non-teaching staffs and students.

17. Skill development:

The institution already started offering YOGA and COMMUNICATIVE ENGLISH and some vocational education courses are under active consideration for offering in the coming academic years. Institution is also organizing different seminar and workshops on career counselling.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

All teachers of the institution are delivering their lecture in bilingual mode. The institution encourages teaching in local Bengali language. Institute always used to organize different seminar, outreach programme, cultural programme and sports in order to generate social and cultural values among the students. For the proper pronunciation of the world language (English) a language lab

is successfully running in the institution.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

We already started certificate courses on Yoga, Communicative English, Basic statistics and Research methodology etc. We are taking initiatives to introduce more certificate course and add-on course in coming days.

20.Distance education/online education:

The Institution offers UG and PG Degree Courses in distance mode through Netaji Subhash Open University (NSOU) and Directorate of Open and Distance learning (DODL) of Kalyani University.UG course and BDP on different subjects, B.LIS, M.LIS, MSW and PG in different subjects are offered in our NSOU Study Centre. M.A. in Bengali, History, English and Education are offered in distance mode through DODL of Kalyani University Study Centre.

Extended Profile

1.Programme

| | |
|--|-----|
| 1.1 | 643 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 6710 |
| Number of students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|--|------|
| 2.2 | 1850 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| 2.3 | 1192 |
|---|---------------------------|
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | No File Uploaded |
| 3.Academic | |
| 3.1 | 66 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 28 |
| Number of Sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 35 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 71.04560 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 55 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum is designed by the affiliated university, the

University of Kalyani. The institution through a well-planned and documented process ensures the effective delivery of the curriculum to the students. Before the commencement of each academic year, the Academic Calendar is prepared by the Academic Calendar Preparation Sub-committee following the Academic Schedule of the University of Kalyani. A Master Routine incorporating all Arts subjects is prepared by the Routine Preparation Sub-committee after receiving feedback and suggestions from all the Arts Departments. The Science and Commerce Departments have their separate routines. All routines are subsequently approved by the IQAC of the college. The syllabus of each programme is divided among the departmental teachers at the departmental meeting before the commencement of each semester. Respective departments periodically arrange departmental meetings. The College has a well equipped Library with a rich stock of both Textbooks and Reference Books with open access system. Library uses KOHA as ILMs software. Some departments have their own Departmental libraries. A good number of Journals are subscribed by the College. Mainly Chalk and Blackboard method, ICT-enabled teaching-learning method are generally used for delivery of effective curriculum and some software like C++, Python, QGIS etc. are used in different lab.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

It is the practice of the college to prepare an Academic Calendar at the beginning of the academic year based on the Academic Calendar of the University of Kalyani. The Academic Calendar is prepared in such a way that the continuous internal evaluation of the students becomes an integral part of the teaching-learning process. Students are continuously assessed by the teachers at the end of each chapter. Two internal assessment examinations on each subject are conducted before ending of each semester where we follow strictly university norms and the average marks obtained in the internal assessment are added to the university Final examination marks and are reflected on the Report Card of the students.

| File Description | Documents |
|--------------------------------------|------------------|
| Upload relevant supporting documents | No File Uploaded |
| Link for Additional information | Nil |

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | No File Uploaded |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

18

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)

07

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| List of Add on /Certificate programs (Data Template) | View File |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

247

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

247

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum The college is affiliated with the University of Kalyani and follows the curriculum designed by the University for undergraduate students. The curriculum and the various co-curricular activities are performed throughout the year in such a way that they inculcate human values and ethics, and environmental consciousness among the general students. The NSS and NCC units of the college organize various awareness programmes throughout the year which help increase the general awareness among students in areas such as, gender issues, human values, environmental issues etc. No discrimination is done between girls and boys students and both actively participate in the NSS and NCC programme. Academic

activities were performed in blended mode. As a result, the institution observed various important days virtually as well as physically. The IQAC of the college in collaboration with various departments organized webinars/seminars on the issues of environment, gender and sexuality, human rights, mental health etc. The CBCS curriculum offered to the students of various disciplines also includes gender issues, human values, environmental sustainability etc.

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | No File Uploaded |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

28

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

1.3.3 - Number of students undertaking project work/field work/ internships

3114

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| URL for stakeholder feedback report | No File Uploaded |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | No File Uploaded |
| Any additional information(Upload) | No File Uploaded |

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| URL for feedback report | Nil |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4157

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | No File Uploaded |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

629

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

There has been a pre-scheduled template of assessing the learning levels of students for the academic year 2022-23. The academic session in the college starts with the conduct of an Induction Programme for freshers both at the college as well as in the respective departmental levels. In this programme, the scope and opportunities in the college in respect of academics, in professional space and in the extra and co-curricular activities were put forward. At the beginning of each class, the students were being acquainted with the syllabus of the respective subjects and their plausible future opportunities. Special care was taken for students in the classes for those who were late learner/writers. Remedial coaching classes were performed for the slow learners and the absentees who came from academically poor backdrop and also to the students who were physically or mentally retarded. The students who scored comparatively high in the university-level examinations were considered as advanced learners and they were provided with value adding classes, learning materials- both in hard and soft copies, ppt presentations etc as and when required.

| File Description | Documents |
|-----------------------------------|------------------|
| Link for additional Information | Nil |
| Upload any additional information | No File Uploaded |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 6710 | 66 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The students are the main stakeholders of the college. Hence, all academic activities in the college have a student-centric postulation. During 2022-23, classes were taken in hybrid mode in online platform and also in regular off-line mode. The subject-wise WhatsApp groups which were formed in order to run classes centrally during covid period were also remained operative by the college. Besides, e-learning materials were provided to the students of the respective departments and e-learning modules of some departments were uploaded in the website of the college. Within 2022-23, college organized total 10 state, national and international level seminars, awareness as well as training prog on host of issues, namely - 'Ethics & Values in Teaching, Learning & Evaluation', "Women Empowerment and Possibilities of post feminism", "Trg on IAF Agniveer recruitment" etc. S.R.F. College extended its academic collaboration with a total cumulative figure of 6 colleges in 2022-23 out of which faculty as well as student exchange programmes were performed for 5 colleges. There were 2 departments of the college who published Wall Magazines, namely- Geography and Environmental Science in 2022-23.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Link for additional information | Nil |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college is practicing extensive use of ICT enabled tools for the effective teaching with Learning Management Systems (LMS). The students were being acquainted with e-resources; 3 ICT enabled class rooms and 2 smart class rooms are functioning for making teaching and learning process more effective, tech savvy. ICT technique was also utilized to perform seminars and lectures on online mode and also to live stream all such programmes. As the posterior impact of covid 19 pandemic on the teaching learning process in the higher education, off-line classes were supplemented with the classes in online mode in Google Meet, Zoom platforms. The college is equipped with high speed wifi internet facility (100 Mbps) for teachers, students and office. YouTube links for video classes, seminars were uploaded in the digital archives which can be viewed at a time, as and when required. The library of the college uses ICT enabled tools for circulation, reference and referral services. There are separate reading rooms for both the students and teaching staff having the provision of Remote Access OPAC (Online Public Access Catalogue) and browsing. The ILMS COHA on Cloud has been operative since 2022-23.

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

| File Description | Documents |
|---|------------------|
| Upload, number of students enrolled and full time teachers on roll. | No File Uploaded |
| Circulars pertaining to assigning mentors to mentees | No File Uploaded |
| mentor/mentee ratio | No File Uploaded |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

66

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | View File |

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

822

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

In accordance with the CBCS format, 15 marks were assigned for internal assessment in the University Examinations. Out of 15, 5 marks were earmarked for attendance and the remaining 10 marks were assigned for internal examination. For conduct of internal examination, IQAC of the college in consultation with the academic sub-committees, set question papers for internal test exam for students of Hons. subjects and set question papers for submitting internal assignment for the students of Programme course. Each of departmental head was assigned to exercise the evaluation process-setting of question papers, noticing last date of submission of question papers & answers scripts within the stipulated time. The resolution resolved in all meetings of IQAC was finally approved with the nod of the Principal. In compliance to the guideline of CBCS, 2 internal exams/assignment papers consisting of marks 10 for each exam/assignment paper were held. A notice was then served to the students for internal assessment. The Principal, in close liaison with other teaching and non-teaching staff, conduct the entire internal assessment procedure. Records of such internal examinations were maintained meticulously with the respective departments.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Internal assessment plays an important role in the teaching-learning evaluation technique. In compliance to the CBCS mode, 15 marks were assigned for internal assessment of students which add up to the credit score. In internal examination, . During 2021-22, question

papers were circulated amongst the students to prepare assignment papers consisting of 10 marks students were directed to e-mail answer scripts of assignment papers to the concerned subject teacher. However, if students had any complaints regarding the mode of examination, marks etc they were allowed to redress their grievances to the grievance redressal cell. The questions in the assignment papers were given in the college portal on a stipulated date and students were given 2 weeks period for submission of answer scripts so that they could get adequate time for practicing. Thus, the mode of answering was also almost errorless and the marks they received in lieu were as per their expectation. The internal assessment procedure was conducted in blended mode during 2021-22, so starting from the distribution of assignment papers to the mode of answering and marks obtained were open to all and thus transparency was never compromised.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has been offering 18 Under Graduate Programmes in total- 12 in Arts, 5 in Science and 1 in Commerce , amongst which 15 are Honours Graduate Programmes and rest of 03 are General UG degree programmes. The syllabi of all programmes are composed by the Board of Studies (BoS) of University of Kalyni. The Programme outcome (POs) have been formulated towards developing basic knowledge of students in frontier areas of the theory and practice to acquaint the students to pursue studies in higher education; to guide students to adhere to various career oriented activities. The Course Outcomes (COs) are subject specific and it varies from course to course in consonant with the CBCS format. Students were made aware of POs and COs in the Induction programme at the commencement of UG course and it was being further explicated during the time of classes as well.

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| Upload COs for all courses (exemplars from Glossary) | No File Uploaded |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Programme

Attainment of Programme outcomes (PO)

Attainment of Programme Specific Outcomes (PSO)

Attainment of Course Outcomes (CO)

Honours

The following measures were taken to attain POs:-

1. The academic sub-committees along with the IQAC of the college made critical assessment of the results of students for respective subjects at the end of each semester.
2. A sample survey for students and the method of complete enumeration for teachers were applied for evaluation of attainment of POs after every semester.

A holistic appraisal technique for all programmes was taken; the results of students particularly of Hons. programme of the subjects was examined by the respective departments after publication of final results at end of every semester.

Course basically denotes a subject with specific number of credits assigned under a particular programme. Once the course is completed and a student is graduated from the institution, the result is then evaluated and plausible suggestions are being put forward for pursuing higher studies or shifting into professional avenues.

Programme

Same as above

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

258

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://www.srfatepuriacollege.in/aqar202223.html>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

| File Description | Documents |
|---|---------------------------|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

18

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

15

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

03

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Throughout the year the institution were carried out various extension programme mainly through the NCC and NSS department of the institution. Most of all extension activities were carried out in offline mode. Different activities were carried out in the celebration of various extension activities to sensitize the students to social issues for their holistic development. Observation of Forest Week (Aranya Saptaho), Communal Harmony Day, Red Ribbon Day and Celebration of Independence Day, Teachers' Day, International Women's Day etc are some examples which were carried out.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year(Data Template) | View File |
| e-copy of the award letters | No File Uploaded |

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

17

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | View File |

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

2291

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

14

| File Description | Documents |
|---|---------------------------|
| e-copies of linkage related Document | No File Uploaded |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | No File Uploaded |

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

07

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- 70 rooms out of which 25 classrooms were there exclusively used for teaching.
- A new building also under construction for the teaching -learning purpose.
- One ICT-enabled Conference Room, one Smart Classroom, and one seminar hall with required facilities.
- Six laboratories dedicated to the physics department (02), chemistry department (02), one each for the geography and environmental science departments,
- 10 computers are there in the laboratories and connected with internet connection.
- computer lab is there and used by the students of the mathematics and commerce department for their practical classes which includes 17 computers in working condition.
- Hostel accommodations were available for the girls' students with 24*7 security arrangements.
- A rich and well-furnished library comprising more than forty-six thousand books and different periodicals including journals, magazines, and weekly and daily news and employment related documents are there either for home or daily issues.
- The library had two dedicated reading rooms for both teachers and students.
- Two computers are there to access WEB- OPAC and different databases either open or subscribed.
- Reprographic facilities for the faculties and some cases for the students are also provided. Ramp was there in campus.
- The campus was under full CCTV surveillance.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The Institution has different facilities for various activities like cultural programs, sports, games (indoor,

outdoor), gymnasium, yoga etc.

- As per Govt. calendar, various days like Independence Day, Women's Day, Republic Day, yoga day etc. are observed and celebrated in classrooms, seminar halls, gymnasium and in the playground of the college.
- Seminar/ workshop/ orientation program also organized on said subject.
- Various cultural activities and social and health-related awareness programs are also organized by the students or various departments and committees or through the NSS/NCC Unit of the college or by external organizations/ local bodies in collaboration with the college.
- There is a well-equipped gymnasium in the college where gym and yoga facilities are available and practiced.
- A playground attached to the college is used for outdoor games like football, cricket, volleyball, kho-kho, sprint, javelin, shot-put etc.
- The ground is also used for NCC training/ parade and student cultural festivals.
- An open stage is there for different cultural and other programs.
- Besides, a small ground is also there at the southern side of the college area where badminton is played.
- Carrom board, chess etc. are played as indoor games in the student's common room.
- Music/ songs are practiced by the students under the supervision of expert teachers.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

18.47885

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of ILMS software - KOHA
- Nature of automation (fully or partially) - Partially
- Version - 3.18.03
- Year of Automation - 2016

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional Information | Nil |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **E. None of the above**

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.21036

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

19

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- In the session 2022-2023 the institution has one web server for administrative work like - record keeping of students, website design, management and other official work hosted by HOSTING KOLKATA and maintained by AIDNI Infotec.
- The institution also had a local SQL server configured by Intel i5 processor.
- Besides there exists a host server in the library to operate the Integrated Library Management Software (KOHA) on UBUNTU (12.04 LTS) platform and configured by i3 processor with 8 GB of RAM which is connected with 6 computers through LAN by a 6 port switch.
- There were 8 routers in different areas of the college to provide the facility of WiFi connection throughout the college premises.
- There are 5 computers with Microsoft Licensed OS which upgrade automatically. One multipurpose reprographic machine and 16 laser printers are used in the institution.
- The important working computers are protected with licensed Anti-virus and regular maintained.
- Reprographic system, scanner and printers also kept for required services.
- A colour printer used for printing work is maintained regularly.
- Routers, switches etc are updated as per area and range.
- Smart class room which is used for teaching learning process is maintained regular basis.
- Library ILMS is updated as per terms of availability and now its running on KOHA version - 21.11.04.001

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

55

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Student – computer ratio | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

| File Description | Documents |
|--|------------------|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | No File Uploaded |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

841088

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts. | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- The laboratories, library, sports complex, computers, classrooms etc are cleaned regularly by two sweepers.
- A gardener work regularly for the gardening work.
- Two security guard from Nirapatta Agency are engaged in the college for whole day and one Permanent night guard is there in the institution.
- Integrated Library Management System (ILMS) - KOHA is installed and working well and looked after by Avior Technologies through AMC.
- Two casual staffs have appointed as Laboratory assistant to maintain all the apparatus in physics and chemistry department and to help for carrying out practical classes.
- The ICT items such as Computers, laptops, projectors, CC

cameras etc. are maintained by the mechanics engaged by the institution or on a hire basis.

- All ACs are being maintained on a hire basis twice a year. One electrician was also engaged to look after the electrical items and plumbing works of the college regularly.
- The College website design and other used software and hardware are installed or maintained by an authorized developer through AMC. The institution has tried its level best to arrange the laboratory, library and classroom, sports complex scientifically within its resources.
- Fire security is installed and look after by the authorized vendor.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

6135

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

1459

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

| File Description | Documents |
|---|---------------------------|
| Link to institutional website | Nil |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

76

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

76

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

| File Description | Documents |
|--|------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

37

| File Description | Documents |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

42

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | No File Uploaded |
| Any additional information | View File |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

03

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | No File Uploaded |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Usually, the students' representative i.e., General Secretary (GS) is the member of the college's Governing Body and plays an active role in every administrative, co-curricular and extracurricular activity of the college. However, as the term of the General Secretary has expired and no election of the Students' Union has been conducted in the colleges, there is currently no students' representative taking part in any kind of activities of the college. However, the interested students of the college actively take part in various co-curricular and extracurricular activities organized by the NSS, NCC and various departments of the college for the benefit of the students.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

293

| File Description | Documents |
|---|---------------------------|
| Report of the event | No File Uploaded |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of

the institution through financial and/or other support services

The college has an alumni association constituting over 200 members who are the ex-student of the college. However, the alumni association is yet to be registered with the government. Every year the association conduct their executive and general meetings. The association take part in different sports, cultural ceremony and prize givings ceremony. They are also invited in the different sports and cultural meetings.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college is governed by following the vision and mission of the institution. The top most decision-making authority of the college is the Governing Body. All the three (03) teachers'

representatives at the Governing Body actively participate in the decision-making process of the college. All the decisions are made in compliance of the objective of the college. The institution has been endeavoring its best for the holistic development of the students to spread higher education among the poor and peasantry classes of people. The institution offers the opportunity for postgraduate study in various subjects through the open and distance learning modes under Netaji Subhas Open University (NSOU) and the Directorate of Open and Distance Learning (DODL), Kalyani University. The institution has NCC and NSS units for the students to get social involvement through various social and modern activities. Various programmes are arranged all through the year to

promote social awareness among students. As the locality is mostly financially backward in nature various scholarship schemes/ concessions are there to financially support poor students. Owing to partial lockdown, some activities have been conducted through both online mode and other in offline mode. It has been tried to keep the activities normal so that the institution does not deviate from its vision and mission.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution is managed by the Governing Body (G.B), well represented by the teaching, non-teaching staff and other external members as per stated rules and regulations and agreement for the purpose. There are several sub-committees constituted by the teachers mostly and approved by the G.B. to perform various activities of the institution throughout the year. The activities of such sub-committees reflect the practice of decentralization and the participative management Process of the institution. The function of the Library Sub Committee may be mentioned as a case study. The committee is well represented by the head of the department of all the departments, besides the librarian. The Principal of the college is the chairperson. The library purchase-oriented issues are well resolved at the meeting of the Library Sub Committee considering the options of each of the departmental representatives. Funds are allotted by the G B/Finance Committee to each of the department at the beginning of each Academic Year after careful consideration and need.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has adopted online teaching through Google Meet, Zoom App and Skype App for providing sustainable and effective teachings to the students during the pandemic and subsequent lockdown or partial lockdown period. In this new situation, the teachers themselves got acquainted with the virtual mode of teaching and learning with the facilities

available through the above apps. The facilities are:

1. Both the students and the teachers may use a whiteboard Facility, if so desired.
2. The teachers frame a schedule of the classes and notify the students.
3. Easy uploading facility of study materials in "students' backup" for smooth access of the students.
4. The facility of easy and quick sharing of PPT, Audio/ Video clip/ word file etc.

The above mentioned online portal helped in the smooth and active running of the teaching-learning process.

The College library provided several web links for the students to search for study materials.

With the objective of holistic development of the students, the institution observed various days online and various awareness programmes were organized by our NSS, and NCC units whether online or offline as the situation permitted.

| File Description | Documents |
|--|------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Institution has several active bodies and sub-committees for the smooth and proper execution of plans and policies set up for the purpose. Governing Body: As per the Deed Agreement of the college, the Governing Body (GB) is the top most decision-making body of the college well represented by teaching, non-teaching and external members. The honourable District Magistrate (DM) is the Ex-officio President, and the Principal is the Ex-officio secretary of the GB. Administrative Setup: The Finance Sub-committee takes important financial decisions subject to the approval of the Governing Body. Moreover, the Principal is authorized to maintain the day to-day activities of the college. Secretaries from different sub committees coordinate and assist the principal in executing the entire administrative work. Besides, all other sub-committees extend their active hand of support to the Principal for executing different plans, programmes and policies set up by the competent authority from time to time for the enhancement of administrative quality and development and ability of the Institution as a whole. Service rules, procedures, recruitment and promotional policies of the staff are well guided by the G.Os issued time to time by the UGC/ University/Higher Education Department, Govt. of West Bengal.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | Nil |
| Upload any additional information | No File Uploaded |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

| File Description | Documents |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user interfaces | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Teaching staff of the college are provided effective welfare measures with the facilities of GSLI, Provident Fund, Death cum retirement benefits, and also medium-term loans (MT Loan) with affordable simple interest and own fund loan to meet the urgent need from Beldanga S.R.F College Employees Credit Cooperative Society Ltd. All eligible non-teaching staff are provided with a festival Bonus and advances. The Non-Teaching staff of the college are also provided with the facilities of GSLI, Provident Fund, Beldanga S.R.F College Employees Credit Co-operative Society Ltd. Moreover, the wards of the non-teaching staff are provided with free admission to the UG level of study.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

02

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

06

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Institution has an Internal Performance Appraisal system for teaching and non-teaching staff. The IQAC of the college evaluates the performance of the teaching and non-teaching staff of the college. The Teachers' Council also plays an active role in the overall evaluation of the academic performance of the teaching staff. The Principal regularly convenes departmental meetings to discuss and evaluate the performance of all teaching staff and promotes the areas of enhancements in teaching performance. Besides, Students also evaluate the performance of the teachers through the students' feedback system. The performance of the non-teaching staff is also evaluated by the principal from time to time. The Principal monitors the system with a dynamic and sustainable process.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution arranges internal audits regularly. The internal audit assistance is arranged in the college office. Statutory audits of the college are conducted by a competent auditor appointed by the Higher Education Department, Govt. of West Bengal. The statutory audit has been completed up to the financial year 2016 -17. The

statutory auditor has been assigned and due to the lockdown, it could not be conducted after the opening of the college the statutory audit of the college is under process. In the year 2023, the statutory audit up to 31st March 2020 had been conducted by the assigned Auditor of the Higher Education Department, Govt. of West Bengal.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution mobilizes its funds and optimally utilizes its resources by following the strategies, policies and decisions taken by the Finance Sub-Committee of the college and approved by the Governing body, the topmost administrative body.

The Institution, regularly, frames policies to collect funds/ resources and ensures the utilization of the same in the best possible and optimal way. The income over expenditure is invested from time to time in accordance with the policies of the Governing Body. The budgetary expenditures are strictly maintained.

The prime sources of funds are grants from the State Government and the UGC, collections from the students, interest on savings accounts and fixed deposits and other miscellaneous collections from the sale of expired newspapers, magazines, scrab etc. well ahead of the

beginning of every financial year. A budget is prepared by the Finance Sub-committee subject to the approval of the Governing Body. All purchases are made by inviting quotations or tenders.

The accumulated resources are allotted as per budgetary provision to meet day-to-day administrative expenses, expenditures relating to infrastructural development and maintenance, remunerations/ wages to the casual non-teaching staff, several faculty development programmes, improvement of the teaching-learning environment etc.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Our esteemed institution the its IQAC has adopted the following two practices for quality assurance during 2022-23:

1. Study materials, class notes etc. were provided to the students via WhatsApp groups created for each of the departments. Students were regularly motivated to maintain contact with the departmental teachers for all kinds of help for their upliftment. They were provided with all possible help and motivation to stay tuned. Students were shared links to various open-access databases through the library of the college. Teachers were motivated to participate in online FDP programmes, and various national and international quality webinars and present their papers.

2. The IQAC conducted a number of State, National and International Webinars in collaboration with various departments which were helpful to both our students and participating faculties. Arrangements were also made to keep YouTube-recorded versions of the

webinars for future reference.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC maintained regular contact with all the departments and departmental teachers to review the progress of the teaching-learning process. Feedback from students was also collected and analyzed and based on the feedback received appropriate measures were taken for the benefit of the students. All possible efforts were made to keep students and teachers of the institution motivated and remain always engaged for their all round development. With that objective in mind, several online webinars and offline seminar were arranged to the extent possible with our limited capacity. Teachers were also encouraged to participate in FDP programmes. To promote interest in research an amount of incentive is provide to the teachers for carrying out research works and for participating in different seminar, workshop etc.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Sewnarayan Rameshwar Fatepuria College endorses gender equity and sensitization for the promotion of women in Education. To do so the Institution has taken a dimension in the admission policy. The women students are given precedence to take admission in the College as per the India Government regulations and guidelines, and it pays special attention to admitting female candidates as per the Merit List published throughout minute scrutiny. The métier comes on the focalization when it shows that more women student than male student, take admission in some of the Department. Focalization to the NSS idealization, the Institution arranges some programming in which the girls are given equal opportunities in compliance with boys. The result of the buoyancy the College has provided to the female is that a throng of girls participate in the National Service Scheme as a volunteer every year. Save for that in the NCC the women take part actively. For Women safety the College has organized an Awareness Programme/Seminar, 'Self Defence for Women and Protection of Environmental Aspects' on 20.08.2022. Besides on the Celebration of Independence Day and Republic Day, the female students perform in major number.

The Institution feels proud by catering the girl indistinguishable window of opportunity to enroll and matriculate uprightness in respect of boys.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|------------------|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management:** In order to fulfill the management of solid waste we always use different colour dustbins to collect different wastages like paper, plastic, glass and organic wastes. The College Promote paperless work to minimize the consumption of papers. Plastic is banned within the campus. Organic wastes were dumped into a tank to produce compost.
- **Liquid waste management:** Liquid wastes produced in our Institution from different Laboratory is not so much in amount and it passes through concealed pipe line into a soak pit through sand bed filter. Toilet waste is diluted with sufficient water and passes to common drainage.

....continued

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | Nil |
| Any other relevant information | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **B. Any 3 of the above**

| File Description | Documents |
|---|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Any other relevant documents | No File Uploaded |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit **A. Any 4 or all of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| Policy documents and information brochures on the support to be provided | No File Uploaded |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The esteemed Institution makes serious endeavours to nourish an inclusive environment i.e. tolerance and harmony towards cultural,

regional, linguistic, communal, socio-economic and other diversities. The efforts of the Institution are put to make the environment of the institution inclusive:

- The teachers while taking classes ensure that the classroom discussions are to the expected level of respectability to all and encourage all the students to participate.
- In the Institution the students admitted are coming from different parts of the district of Murshidabad with different castes, creeds and social identities.
- The senior students under the direction of the teachers, act as a conduit to make the new incoming batch of students understand and practice full participation of all students without the dominance of any particular group.
- The Institution invites great personalities of our society to deliver lectures through the seminars on the importance of tolerance and harmony to sensitize the students about the importance of maintaining the same throughout their life.
- The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.
- The College promotes gender equity in the admission policy, and it pays special attention to admitting female candidates as per the Merit List.

| File Description | Documents |
|--|------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- The esteemed Institution, Sewnarayan Rameshwar Fatepuria College regularly conducts activities to generate awareness drives for employees and students to ingrain values for being responsible citizens. Some of the regularly conducted activities are activities of Anti Raging Committee, Equal Opportunities Cell, Committee for disabled students; Fitness activities, Yoga and games, Tree Plantation, Awareness

Programme etc.

- Being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. The course curriculum compulsorily includes a course on Governance & Ethics and they have to participate in various social awareness programmes which is also a compulsory course as part of their curriculum.
- The students of the Institution are provided with a platform through the Social Awareness Programme of the NSS units, to make their contribution toward creating a shared value for society. The growing importance attached to ethics and sustainability has now become increasingly pertinent for the students to share the same values. This social awareness programme of NSS is involved in numerous activities towards the grass root problems of the society and the needs of the people, spreading the message of social, ecological and ethical responsibility amongst students.
- Under the supervision of NCC the College celebrates Independence Day and Republic Day. The has organized a seminar, 'Self Defence for Women and Protection of Environmental Aspects' for awareness of Women.

| File Description | Documents |
|--|------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of

C. Any 2 of the above

Conduct are organized

| File Description | Documents |
|--|------------------|
| Code of ethics policy document | No File Uploaded |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Sewnarayan Rameshwar Fatepuria College regularly celebrates national and international commemorative days, events, and festivals like Republic Day, Independence Day, International Women's Day, International Yoga Day etc. In addition, various other activities like Health checkups through NSS, Self Defence for Women and Protection of Environmental Aspects are conducted for the welfare of students. A formal email and announcement are made before conducting these events for mass awareness. In a few cases, small committees are formed in collaboration with faculties, employees and students who can form a team and smoothly manage the activities. Students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our National Flag is hoisted with full honour and the national anthem is sung

by all the attendees. Besides, students in coordination with faculties and staff conduct various students event.

| File Description | Documents |
|---|------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual.

Best Practice 1 :

Title of the Practice: Gender Equity

Objectives of the Practice: The objectives of the College are to provide equity in sharing knowledge equally both in male and female in different fields and to be aware the students on social and educational values of women as well as of men.

The Context: The whole world is in threat of gender problem and mankind almost was forgetting the healthy way of life. It encourages the students, teachers, researchers and above all human to be aware regarding and build up a constructive society for happy dwelling place of human.

.....

Best Practice 2 :

Title : To bestow safe and secure campus

Objectives of the Practice:

Sewnarayan Rameshwar Fatepuria College takes an initiative to bestow safe and secure campus to connect the students with value education.

Context:

Sewnarayan Rameshwar Fatepuria College has its farsightedness that a safe and secure campus builds a student free to take advantage of education and it will turn the students as firm responsible citizen.

Practice:

- i. The entire campus is surrounded by high wall.
- ii. There is no disturbance in class.
- iii. Total Campus consists under the surveillance of CCTV.

.....

| File Description | Documents |
|--|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | No File Uploaded |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sewnarayan Rameshwar Fatepuria college has his selfness that turns the Institution distinctive and it is Environmental Awareness. To fulfill the purpose the Institution has taken the initiatives which are as follows:

i. Making an Eco-Friendly Club.

ii. Saplings in the College Campus.

iii. Saplings in collaboration with a Trust (Save Earth by Our Contribution) in Campus

as well as around the surroundings.

iv. Initiativeness to form a Solar cell.

v. Initiative decision of the Institution is that on Friday, all the Teachers and the Student will travel to the Campus through Public Transport.

vi. On Friday no motor operated vehicles will enter in the campus.

vii. Bio-diversity conservation.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum is designed by the affiliated university, the University of Kalyani. The institution through a well-planned and documented process ensures the effective delivery of the curriculum to the students. Before the commencement of each academic year, the Academic Calendar is prepared by the Academic Calendar Preparation Sub-committee following the Academic Schedule of the University of Kalyani. A Master Routine incorporating all Arts subjects is prepared by the Routine Preparation Sub-committee after receiving feedback and suggestions from all the Arts Departments. The Science and Commerce Departments have their separate routines. All routines are subsequently approved by the IQAC of the college. The syllabus of each programme is divided among the departmental teachers at the departmental meeting before the commencement of each semester. Respective departments periodically arrange departmental meetings. The College has a well equipped Library with a rich stock of both Textbooks and Reference Books with open access system. Library uses KOHA as ILMS software. Some departments have their own Departmental libraries. A good number of Journals are subscribed by the College. Mainly Chalk and Blackboard method, ICT-enabled teaching-learning method are generally used for delivery of effective curriculum and some software like C++, Python, QGIS etc. are used in different lab.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

It is the practice of the college to prepare an Academic Calendar at the beginning of the academic year based on the Academic Calendar of the University of Kalyani. The Academic Calendar is prepared in such a way that the continuous internal evaluation of

the students becomes an integral part of the teaching-learning process. Students are continuously assessed by the teachers at the end of each chapter. Two internal assessment examinations on each subject are conducted before ending of each semester where we follow strictly university norms and the average marks obtained in the internal assessment are added to the university Final examination marks and are reflected on the Report Card of the students.

| File Description | Documents |
|--------------------------------------|------------------|
| Upload relevant supporting documents | No File Uploaded |
| Link for Additional information | Nil |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | No File Uploaded |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

18

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

07

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| List of Add on /Certificate programs (Data Template) | View File |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

247

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

247

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and

Sustainability into the Curriculum The college is affiliated with the University of Kalyani and follows the curriculum designed by the University for undergraduate students. The curriculum and the various co-curricular activities are performed throughout the year in such a way that they inculcate human values and ethics, and environmental consciousness among the general students. The NSS and NCC units of the college organize various awareness programmes throughout the year which help increase the general awareness among students in areas such as, gender issues, human values, environmental issues etc. No discrimination is done between girls and boys students and both actively participate in the NSS and NCC programme. Academic activities were performed in blended mode. As a result, the institution observed various important days virtually as well as physically. The IQAC of the college in collaboration with various departments organized webinars/seminars on the issues of environment, gender and sexuality, human rights, mental health etc. The CBCS curriculum offered to the students of various disciplines also includes gender issues, human values, environmental sustainability etc.

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | No File Uploaded |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

28

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

1.3.3 - Number of students undertaking project work/field work/ internships

3114

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

| | |
|--|-----------------------|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | C. Any 2 of the above |
| | |

| File Description | Documents |
|--|------------------|
| URL for stakeholder feedback report | No File Uploaded |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | No File Uploaded |
| Any additional information(Upload) | No File Uploaded |

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| URL for feedback report | Nil |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4157

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | No File Uploaded |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

629

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

There has been a pre-scheduled template of assessing the learning levels of students for the academic year 2022-23. The academic session in the college starts with the conduct of an Induction Programme for freshers both at the college as well as in the respective departmental levels. In this programme, the scope and opportunities in the college in respect of academics, in professional space and in the extra and co-curricular activities were put forward. At the beginning of each class, the students were being acquainted with the syllabus of the respective subjects and their plausible future opportunities. Special care was taken for students in the classes for those who were late learner/writers. Remedial coaching classes were performed for the slow learners and the absentees who came from academically poor backdrop and also to the students who were physically or mentally retarded. The students who scored comparatively high in the university-level examinations were considered as advanced learners and they were provided with value adding classes, learning materials- both in hard and soft copies, ppt presentations etc as and when required.

| File Description | Documents |
|-----------------------------------|------------------|
| Link for additional Information | Nil |
| Upload any additional information | No File Uploaded |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 6710 | 66 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The students are the main stakeholders of the college. Hence, all academic activities in the college have a student-centric postulation. During 2022-23, classes were taken in hybrid mode in online platform and also in regular off-line mode. The subject-wise WhatsApp groups which were formed in order to run classes centrally during covid period were also remained operative by the college. Besides, e-learning materials were provided to the students of the respective departments and e-learning modules of some departments were uploaded in the website of the college. Within 2022-23, college organized total 10 state, national and international level seminars, awareness as well as training prog on host of issues, namely - 'Ethics & Values in Teaching, Learning & Evaluation', "Women Empowerment and Possibilities of post feminism", "Trg on IAF Agniveer recruitment" etc. S.R.F. College extended its academic collaboration with a total cumulative figure of 6 colleges in 2022-23 out of which faculty as well as student exchange programmes were performed for 5 colleges. There were 2 departments of the college who published Wall Magazines, namely- Geography and Environmental Science in 2022-23.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Link for additional information | Nil |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college is practicing extensive use of ICT enabled tools for the effective teaching with Learning Management Systems (LMS). The students were being acquainted with e-resources; 3 ICT enabled class rooms and 2 smart class rooms are functioning for making teaching and learning process more effective, tech savvy. ICT technique was also utilized to perform seminars and lectures on online mode and also to live stream all such programmes. As the posterior impact of covid 19 pandemic on the teaching learning process in the higher education, off-line classes were supplemented with the classes in online mode in Google Meet, Zoom platforms. The college is equipped with high speed wifi internet

facility (100 Mbps) for teachers, students and office. YouTube links for video classes, seminars were uploaded in the digital archives which can be viewed at a time, as and when required. The library of the college uses ICT enabled tools for circulation, reference and referral services. There are separate reading rooms for both the students and teaching staff having the provision of Remote Access OPAC (Online Public Access Catalogue) and browsing. The ILMS COHA on Cloud has been operative since 2022-23.

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

66

| File Description | Documents |
|---|------------------|
| Upload, number of students enrolled and full time teachers on roll. | No File Uploaded |
| Circulars pertaining to assigning mentors to mentees | No File Uploaded |
| mentor/mentee ratio | No File Uploaded |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

66

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | View File |

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

822

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

In accordance with the CBCS format, 15 marks were assigned for internal assessment in the University Examinations. Out of 15, 5 marks were earmarked for attendance and the remaining 10 marks were assigned for internal examination. For conduct of internal examination, IQAC of the college in consultation with the academic sub-committees, set question papers for internal test exam for students of Hons. subjects and set question papers for submitting internal assignment for the students of Programme course. Each of departmental head was assigned to exercise the evaluation process- setting of question papers, noticing last date of submission of question papers & answers scripts within the stipulated time. The resolution resolved in all meetings of IQAC was finally approved with the nod of the Principal. In compliance to the guideline of CBCS, 2 internal exams/assignment papers consisting of marks 10 for each exam/assignment paper were held. A notice was then served to the students for internal assessment. The Principal, in close liaison with other teaching and non-teaching staff, conduct the entire internal assessment procedure. Records of such internal examinations were maintained meticulously with the respective departments.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Internal assessment plays an important role in the teaching-learning evaluation technique. In compliance to the CBCS mode, 15 marks were assigned for internal assessment of students which add up to the credit score. In internal examination,. During 2021-22, question papers were circulated amongst the students to prepare assignment papers consisting of 10 marks students were directed to e-mail answer scripts of assignment papers to the concerned subject teacher. However, if students had any complaints regarding the mode of examination, marks etc they were allowed to redress their grievances to the grievance redressal cell. The questions in the assignment papers were given in the college portal on a stipulated date and students were given 2 weeks period for submission of answer scripts so that they could get adequate time for practicing. Thus, the mode of answering was also almost errorless and the marks they received in lieu were as per their expectation. The internal assessment procedure was

conducted in blended mode during 2021-22, so starting from the distribution of assignment papers to the mode of answering and marks obtained were open to all and thus transparency was never compromised.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has been offering 18 Under Graduate Programmes in total- 12 in Arts, 5 in Science and 1 in Commerce , amongst which 15 are Honours Graduate Programmes and rest of 03 are General UG degree programmes. The syllabi of all programmes are composed by the Board of Studies (BoS) of University of Kalyni. The Programme outcome (POs) have been formulated towards developing basic knowledge of students in frontier areas of the theory and practice to acquaint the students to pursue studies in higher education; to guide students to adhere to various career oriented activities. The Course Outcomes (COs) are subject specific and it varies from course to course in consonant with the CBCS format. Students were made aware of POs and COs in the Induction programme at the commencement of UG course and it was being further explicated during the time of classes as well.

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| Upload COs for all courses (exemplars from Glossary) | No File Uploaded |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Programme

Attainment of Programme outcomes (PO)

Attainment of Programme Specific Outcomes (PSO)**Attainment of Course Outcomes (CO)****Honours**

The following measures were taken to attain POs:-

1. The academic sub-committees along with the IQAC of the college made critical assessment of the results of students for respective subjects at the end of each semester.
2. A sample survey for students and the method of complete enumeration for teachers were applied for evaluation of attainment of POs after every semester.

A holistic appraisal technique for all programmes was taken; the results of students particularly of Hons. programme of the subjects was examined by the respective departments after publication of final results at end of every semester.

Course basically denotes a subject with specific number of credits assigned under a particular programme. Once the course is completed and a student is graduated from the institution, the result is then evaluated and plausible suggestions are being put forward for pursuing higher studies or shifting into professional avenues.

Programme

Same as above

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**258**

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://www.srfatepuriacollege.in/aqar202223.html>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-**

government agencies during the year

0

| File Description | Documents |
|---|---------------------------|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

18

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

15

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

03

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Throughout the year the institution were carried out various extension programme mainly through the NCC and NSS department of the institution. Most of all extension activities were carried out in offline mode. Different activities were carried out in the celebration of various extension activities to sensitize the students to social issues for their holistic development. Observation of Forest Week (Aranya Saptaho), Communal Harmony Day, Red Ribbon Day and Celebration of Independence Day, Teachers' Day, International Women's Day etc are some examples which were carried out.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year(Data Template) | View File |
| e-copy of the award letters | No File Uploaded |

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

17

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | View File |

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2291

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

14

| File Description | Documents |
|---|---------------------------|
| e-copies of linkage related Document | No File Uploaded |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | No File Uploaded |

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

07

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- 70 rooms out of which 25 classrooms were there exclusively used for teaching.
- A new building also under construction for the teaching -learning purpose.
- One ICT-enabled Conference Room, one Smart Classroom, and one seminar hall with required facilities.

- Six laboratories dedicated to the physics department (02), chemistry department (02), one each for the geography and environmental science departments,
- 10 computers are there in the laboratories and connected with internet connection.
- computer lab is there and used by the students of the mathematics and commerce department for their practical classes which includes 17 computers in working condition.
- Hostel accommodations were available for the girls' students with 24*7 security arrangements.
- A rich and well-furnished library comprising more than forty-six thousand books and different periodicals including journals, magazines, and weekly and daily news and employment related documents are there either for home or daily issues.
- The library had two dedicated reading rooms for both teachers and students.
- Two computers are there to access WEB- OPAC and different databases either open or subscribed.
- Reprographic facilities for the faculties and some cases for the students are also provided. Ramp was there in campus.
- The campus was under full CCTV surveillance.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The Institution has different facilities for various activities like cultural programs, sports, games (indoor, outdoor), gymnasium, yoga etc.
- As per Govt. calendar, various days like Independence Day, Women's Day, Republic Day, yoga day etc. are observed and celebrated in classrooms, seminar halls, gymnasium and in the playground of the college.
- Seminar/ workshop/ orientation program also organized on said subject.
- Various cultural activities and social and health-related awareness programs are also organized by the students or various departments and committees or through the NSS/NCC

Unit of the college or by external organizations/ local bodies in collaboration with the college.

- There is a well-equipped gymnasium in the college where gym and yoga facilities are available and practiced.
- A playground attached to the college is used for outdoor games like football, cricket, volleyball, kho-kho, sprint, javelin, shot-put etc.
- The ground is also used for NCC training/ parade and student cultural festivals.
- An open stage is there for different cultural and other programs.
- Besides, a small ground is also there at the southern side of the college area where badminton is played.
- Carrom board, chess etc. are played as indoor games in the student's common room.
- Music/ songs are practiced by the students under the supervision of expert teachers.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**18.47885**

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- **Name of ILMS software - KOHA**
- **Nature of automation (fully or partially) - Partially**
- **Version - 3.18.03**
- **Year of Automation - 2016**

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional Information | Nil |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**E. None of the above**

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

0.21036

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

19

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

- In the session 2022-2023 the institution has one web server for administrative work like - record keeping of students, website design, management and other official work hosted by HOSTING KOLKATA and maintained by AIDNI Infotec.
- The institution also had a local SQL server configured by Intel i5 processor.
- Besides there exists a host server in the library to operate the Integrated Library Management Software (KOHA) on UBUNTU (12.04 LTS) platform and configured by i3 processor with 8 GB of RAM which is connected with 6 computers through LAN by a 6 port switch.
- There were 8 routers in different areas of the college to provide the facility of WiFi connection throughout the college premises.

- There are 5 computers with Microsoft Licensed OS which upgrade automatically. One multipurpose reprographic machine and 16 laser printers are used in the institution.
- The important working computers are protected with licensed Anti-virus and regular maintained.
- Reprographic system, scanner and printers also kept for required services.
- A colour printer used for printing work is maintained regularly.
- Routers, switches etc are updated as per area and range.
- Smart class room which is used for teaching learning process is maintained regular basis.
- Library ILMS is updated as per terms of availability and now its running on KOHA version - 21.11.04.001

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

55

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Student – computer ratio | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|------------------|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | No File Uploaded |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

841088

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts. | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- The laboratories, library, sports complex, computers, classrooms etc are cleaned regularly by two sweepers.
- A gardener work regularly for the gardening work.
- Two security guard from Nirapatta Agency are engaged in the college for whole day and one Permanent night guard is there in the institution.
- Integrated Library Management System (ILMS) - KOHA is installed and working well and looked after by Avior Technologies through AMC.
- Two casual staffs have appointed as Laboratory assistant to maintain all the apparatus in physics and chemistry department and to help for carrying out practical classes.
- The ICT items such as Computers, laptops, projectors, CC cameras etc. are maintained by the mechanics engaged by the institution or on a hire basis.
- All ACs are being maintained on a hire basis twice a year. One electrician was also engaged to look after the electrical items and plumbing works of the college regularly.
- The College website design and other used software and hardware are installed or maintained by an authorized developer through AMC. The institution has tried its level best to arrange the laboratory, library and classroom, sports complex scientifically within its resources.
- Fire security is installed and look after by the authorized vendor.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

6135

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1459

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

| | |
|---|----------------------------|
| 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills | C. 2 of the above |
| File Description | Documents |
| Link to institutional website | Nil |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |
| 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
| 76 | |
| 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
| 76 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |
| 5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees | A. All of the above |

| File Description | Documents |
|--|------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

37

| File Description | Documents |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

42

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | No File Uploaded |
| Any additional information | View File |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

01

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

03

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | No File Uploaded |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Usually, the students' representative i.e., General Secretary (GS) is the member of the college's Governing Body and plays an active role in every administrative, co-curricular and extracurricular activity of the college. However, as the term of the General Secretary has expired and no election of the Students' Union has been conducted in the colleges, there is currently no students' representative taking part in any kind of activities of the college. However, the interested students of the college actively take part in various co-curricular and extracurricular activities organized by the NSS, NCC and various

departments of the college for the benefit of the students.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

293

| File Description | Documents |
|---|---------------------------|
| Report of the event | No File Uploaded |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has an alumni association constituting over 200 members who are the ex-student of the college. However, the alumni association is yet to be registered with the government. Every year the association conduct their executive and general meetings. The association take part in different sports, cultural ceremony and prize givings ceremony. They are also invited in the different sports and cultural meetings.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college is governed by following the vision and mission of the institution. The top most decision-making authority of the college is the Governing Body. All the three (03) teachers'

representatives at the Governing Body actively participate in the decision-making process of the college. All the decisions are made in compliance of the objective of the college. The institution has been endeavoring its best for the holistic development of the students to spread higher education among the poor and peasantry classes of people. The institution offers the opportunity for postgraduate study in various subjects through the open and distance learning modes under Netaji Subhas Open University (NSOU) and the Directorate of Open and Distance Learning (DODL), Kalyani University. The institution has NCC and NSS units for the students to get social involvement through various social and modern activities. Various programmes are arranged all through the year to promote social awareness among students. As the locality is mostly financially backward in nature various scholarship schemes/ concessions are there to financially support poor students. Owing to partial lockdown, some activities have been conducted through both online mode and other in offline mode. It has been tried to keep the activities normal so that the institution does not deviate from its vision and mission.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution is managed by the Governing Body (G.B), well represented by the teaching, non-teaching staff and other external members as per stated rules and regulations and agreement for the purpose. There are several sub-committees constituted by the teachers mostly and approved by the G.B. to perform various activities of the institution throughout the year. The activities of such sub-committees reflect the practice of decentralization and the participative management Process of the institution. The function of the Library Sub Committee may be mentioned as a case study. The committee is well represented by the head of the department of all the departments, besides the librarian. The Principal of the college is the chairperson. The library purchase-oriented issues are well resolved at the meeting of the Library Sub Committee considering the options of each of the departmental representatives. Funds are allotted by the G B/Finance Committee to each of the department at the beginning of each Academic Year after careful consideration and need.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has adopted online teaching through Google Meet, Zoom App and Skype App for providing sustainable and effective teachings to the students during the pandemic and subsequent lockdown or partial lockdown period. In this new situation, the teachers themselves got acquainted with the virtual mode of teaching and learning with the facilities

available through the above apps. The facilities are:

1. Both the students and the teachers may use a whiteboard Facility,if so desired.
2. The teachers frame a schedule of the classes and notify the students.
3. Easy uploading facility of study materials in "students' backup" for smooth access of the students.
4. The facility of easy and quick sharing of PPT, Audio/ Video clip/ word file etc.

The above mentioned online portal helped in the smooth and active running of the teaching-learning process.

The College library provided several web links for the students to search for study materials.

With the objective of holistic development of the students, the institution observed various days online and various awareness programmes were organized by our NSS, and NCC units whetheronline or offline as the situation permitted.

| File Description | Documents |
|--|------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Institution has several active bodies and sub-committees for the smooth and proper execution of plans and policies set up for the purpose. Governing Body: As per the Deed Agreement of the college, the Governing Body (GB) is the top most decision-making body of the college well represented by teaching, non-teaching and external members. The honourable District Magistrate (DM) is the Ex-officio President, and the Principal is the Ex-officio secretary of the GB. Administrative Setup: The Finance Sub-committee takes important financial decisions subject to the

approval of the Governing Body. Moreover, the Principal is authorized to maintain the day to-day activities of the college. Secretaries from different sub committees coordinate and assist the principal in executing the entire administrative work. Besides, all other sub-committees extend their active hand of support to the Principal for executing different plans, programmes and policies set up by the competent authority from time to time for the enhancement of administrative quality and development and ability of the Institution as a whole. Service rules, procedures, recruitment and promotional policies of the staff are well guided by the G.Os issued time to time by the UGC/ University/Higher Education Department, Govt. of West Bengal.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | Nil |
| Upload any additional information | No File Uploaded |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

| File Description | Documents |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user interfaces | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Teaching staff of the college are provided effective welfare measures with the facilities of GSLI, Provident Fund, Death cum retirement benefits, and also medium-term loans (MT Loan) with

affordable simple interest and own fund loan to meet the urgent need from Beldanga S.R.F College Employees Credit Cooperative Society Ltd. All eligible non-teaching staff are provided with a festival Bonus and advances. The Non-Teaching staff of the college are also provided with the facilities of GSLI, Provident Fund, Beldanga S.R.F College Employees Credit Co-operative Society Ltd. Moreover, the wards of the non-teaching staff are provided with free admission to the UG level of study.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

02

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

06

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Institution has an Internal Performance Appraisal system for teaching and non-teaching staff. The IQAC of the college evaluates the performance of the teaching and non-teaching staff of the college. The Teachers' Council also plays an active role

in the overall evaluation of the academic performance of the teaching staff. The Principal regularly convenes departmental meetings to discuss and evaluate the performance of all teaching staff and promotes the areas of enhancements in teaching performance. Besides, Students also evaluate the performance of the teachers through the students' feedback system. The performance of the non-teaching staff is also evaluated by the principal from time to time. The Principal monitors the system with a dynamic and sustainable process.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution arranges internal audits regularly. The internal audit assistance is arranged in the college office. Statutory audits of the college are conducted by a competent auditor appointed by the Higher Education Department, Govt. of West Bengal. The statutory audit has been completed up to the financial year 2016 -17. The statutory auditor has been assigned and due to the lockdown, it could not be conducted after the opening of the college the statutory audit of the college is under process. In the year 2023, the statutory audit up to 31st March 2020 had been conducted by the assigned Auditor of the Higher Education Department, Govt. of West Bengal.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution mobilizes its funds and optimally utilizes its resources by following the strategies, policies and decisions taken by the Finance Sub-Committee of the college and approved by the Governing body, the topmost administrative body.

The Institution, regularly, frames policies to collect funds/ resources and ensures the utilization of the same in the best possible and optimal way. The income over expenditure is invested from time to time in accordance with the policies of the Governing Body. The budgetary expenditures are strictly maintained.

The prime sources of funds are grants from the State Government and the UGC, collections from the students, interest on savings accounts and fixed deposits and other miscellaneous collections from the sale of expired newspapers, magazines, scrap etc. well ahead of the

beginning of every financial year. A budget is prepared by the Finance Sub-committee subject to the approval of the Governing Body. All purchases are made by inviting quotations or tenders.

The accumulated resources are allotted as per budgetary provision to meet day-to-day administrative expenses, expenditures relating to infrastructural development and maintenance, remunerations/ wages to the casual non-teaching staff, several faculty development programmes, improvement of the teaching-learning environment etc.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Our esteemed institution the its IQAC has adopted the following two practices for quality assurance during 2022-23:

1. Study materials, class notes etc. were provided to the students via WhatsApp groups created for each of the departments. Students were regularly motivated to maintain contact with the departmental teachers for all kinds of help for their upliftment. They were provided with all possible help and motivation to stay tuned. Students were shared links to various open-access databases through the library of the college. Teachers were motivated to participate in online FDP programmes, and various national and international quality webinars and present their papers.

2. The IQAC conducted a number of State, National and International Webinars in collaboration with various departments which were helpful to both our students and participating faculties. Arrangements were also made to keep YouTube-recorded versions of the webinars for future reference.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC maintained regular contact with all the departments and

departmental teachers to review the progress of the teaching-learning process. Feedback from students was also collected and analyzed and based on the feedback received appropriate measures were taken for the benefit of the students. All possible efforts were made to keep students and teachers of the institution motivated and remain always engaged for their all round development. With that objective in mind, several online webinars and offline seminar were arranged to the extent possible with our limited capacity. Teachers were also encouraged to participate in FDP programmes. To promote interest in research an amount of incentive is provide to the teachers for carrying out research works and for participating in different seminar, workshop etc.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Sewnarayan Rameshwar Fatepuria College endorses gender equity and sensitization for the promotion of women in Education. To do so the Institution has taken a dimension in the admission policy. The women students are given precedence to take admission in the College as per the India Government regulations and guidelines, and it pays special attention to admitting female candidates as per the Merit List published throughout minute scrutiny. The métiér comes on the focalization when it shows that more women student than male student, take admission in some of the Department. Focalization to the NSS idealization, the Institution arranges some programming in which the girls are given equal opportunities in compliance with boys. The result of the buoyancy the College has provided to the female is that a throng of girls participate in the National Service Scheme as a volunteer every year. Save for that in the NCC the women take part actively. For Women safety the College has organized an Awareness Programme/Seminar, 'Self Defence for Women and Protection of Environmental Aspects' on 20.08.2022. Besides on the Celebration of Independence Day and Republic Day, the female students perform in major number.

The Institution feels proud by catering the girl indistinguishable window of opportunity to enroll and matriculate uprightness in respect of boys.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|------------------|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management:** In order to fulfill the management of solid waste we always use different colour dustbins to collect different wastages like paper, plastic, glass and organic wastes. The College Promote paperless work to minimize the consumption of papers. Plastic is banned within the campus. Organic wastes were dumped into a tank to produce compost.
- **Liquid waste management:** Liquid wastes produced in our Institution from different Laboratory is not so much in amount and it passes through concealed pipe line into a soak pit through sand bed filter. Toilet waste is diluted with sufficient water and passes to common drainage.

....continued

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | Nil |
| Any other relevant information | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

| File Description | Documents |
|---|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

B. Any 3 of the above

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Any other relevant documents | No File Uploaded |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

C. Any 2 of the above

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

| File Description | Documents |
|--|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| Policy documents and information brochures on the support to be provided | No File Uploaded |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The esteemed Institution makes serious endeavours to nourish an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The efforts of the Institution are put to make the environment of the institution inclusive:

- The teachers while taking classes ensure that the classroom discussions are to the expected level of respectability to all and encourage all the students to participate.
- In the Institution the students admitted are coming from different parts of the district of Murshidabad with different castes, creeds and social identities.
- The senior students under the direction of the teachers, act as a conduit to make the new incoming batch of students understand and practice full participation of all students without the dominance of any particular group.

- The Institution invites great personalities of our society to deliver lectures through the seminars on the importance of tolerance and harmony to sensitize the students about the importance of maintaining the same throughout their life.
- The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.
- The College promotes gender equity in the admission policy, and it pays special attention to admitting female candidates as per the Merit List.

| File Description | Documents |
|--|------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- The esteemed Institution, Sewnarayan Rameshwar Fatepuria College regularly conducts activities to generate awareness drives for employees and students to ingrain values for being responsible citizens. Some of the regularly conducted activities are activities of Anti Raging Committee, Equal Opportunities Cell, Committee for disabled students; Fitness activities, Yoga and games, Tree Plantation, Awareness Programme etc.
- Being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. The course curriculum compulsorily includes a course on Governance & Ethics and they have to participate in various social awareness programmes which is also a compulsory course as part of their curriculum.
- The students of the Institution are provided with a platform through the Social Awareness Programme of the NSS units, to make their contribution toward creating a shared value for society. The growing importance attached to ethics and sustainability has now become increasingly

pertinent for the students to share the same values. This social awareness programme of NSS is involved in numerous activities towards the grass root problems of the society and the needs of the people, spreading the message of social, ecological and ethical responsibility amongst students.

- Under the supervision of NCC the College celebrates Independence Day and Republic Day. The has organized a seminar, 'Self Defence for Women and Protection of Environmental Aspects' for awareness of Women.

| File Description | Documents |
|--|------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | No File Uploaded |
| Any other relevant information | No File Uploaded |

| | |
|---|------------------------------|
| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff | C. Any 2 of the above |
| 4. Annual awareness programmes on Code of Conduct are organized | |

| File Description | Documents |
|--|------------------|
| Code of ethics policy document | No File Uploaded |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Sewnarayan Rameshwar Fatepuria College regularly celebrates national and international commemorative days, events, and festivals like Republic Day, Independence Day, International Women's Day, International Yoga Day etc. In addition, various other activities like Health checkups through NSS, Self Defence for Women and Protection of Environmental Aspects are conducted for the welfare of students. A formal email and announcement are made before conducting these events for mass awareness. In a few cases, small committees are formed in collaboration with faculties, employees and students who can form a team and smoothly manage the activities. Students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our National Flag is hoisted with full honour and the national anthem is sung

by all the attendees. Besides, students in coordination with faculties and staff conduct various students event.

| File Description | Documents |
|---|------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1 :

Title of the Practice: Gender Equity

Objectives of the Practice: The objectives of the College are to provide equity in sharing knowledge equally both in male and female in different fields and to be aware the students on social and educational values of women as well as of men.

The Context: The whole world is in threat of gender problem and

mankind almost was forgetting the healthy way of life. It encourages the students, teachers, researchers and above all human to be aware regarding and build up a constructive society for happy dwelling place of human.

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Best Practice 2 :

Title : To bestow safe and secure campus

Objectives of the Practice:

Sewnarayan Rameshwar Fatepuria College takes an initiative to bestow safe and secure campus to connect the students with value education.

Context:

Sewnarayan Rameshwar Fatepuria College has its farsightedness that a safe and secure campus builds a student free to take advantage of education and it will turn the students as firm responsible citizen.

Practice:

- i. The entire campus is surrounded by high wall.
- ii. There is no disturbance in class.
- iii. Total Campus consists under the surveillance of CCTV.

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| File Description | Documents |
|--|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | No File Uploaded |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sewnarayan Rameshwar Fatepuria college has his selfness that turns the Institution distinctive and it is Environmental

Awareness. To fulfill the purpose the Institution has taken the initiatives which are as follows:

i. Making an Eco-Friendly Club.

ii. Saplings in the College Campus.

iii. Saplings in collaboration with a Trust (Save Earth by Our Contribution) in Campus

as well as around the surroundings.

iv. Initiativeness to form a Solar cell.

v. Initiative decision of the Institution is that on Friday, all the Teachers and the Student will travel to the Campus through Public Transport.

vi. On Friday no motor operated vehicles will enter in the campus.

vii. Bio-diversity conservation.

| File Description | Documents |
|--|---------------------------|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

The College aiming at coming one of the most advanced colleges at West Bengal. For this, inadequacy in the number of classroom will be met by construction of North West Block, renovaten of West Block, extension of South Block and a separate integrated four storied building funded by WBDOMA. The canteen is to be renovated properly. The Open Air Stage is to be utilized property. The football playground will be levelled and watering system with sprinklers will be introduced. Synthetic floor will be organized in the inside playground to make its look as an indoor stadium. The computer laboratory will be re-organised department-wise as the computer literary will lose its significance. A number of PG courses will be opened to serve the local need. At the UG level a number of new subjects will be introduced. Installation of Solar panel on the roof of completed South Block will be given priority. A number of vocational courses will be introduced for

increasing employability of the students in collaboration with reliable partner institution. Faculty Exchange Programme, Cultural Exchange Programme, Joint Venture in organizing Games and Sports are to be promoted by signing MoU with appropriate institutions.